

# North Dakota Enterprise Architecture

## Architecture Domain Team Agenda

### Peace Garden Room

Monday, December 12, 2003 8:30 – 10:30 am

**Members Present:** Jeff Carr, Kyle Forster, Chuck Helm (Proxy for Cindy Moos), Jenny Witham, Jeanette Hoffman, Gary Vetter, Al Veit, Kelly Klein, Glen Rutherford, Dan Fisher

**Members Absent:** Jerry Slag, Marlys Jangula, Joe Herslip, Deb Salwei, Treva Beard

### Housekeeping Items 8:30 – 8:35

1. Review of Agenda

### Standard Reports

1. ARB – Jenny Witham 8:35 – 8:40
  - Cheri Giesen has requested a study on collaboration Tools
  - Requested by April 1. Has not been voted on by the ARB.
  - Request is almost identical to scope statement of Office Automation Team.
  - Jeff Carr will contact Cheri
2. Domain Team Leads Standing Report 8:40-8:55
  - Jeanette Hoffman
    - data team is meeting and working on standards
  - Al Veit
    - reviewing existing standards; most should be reviewed by end of the year
  - Glen Rutherford
    - No change. Exec. Comm. Meets this month and will be looking at future state.
  - Gary Vetter
    - impact statement on migration to exchange
    - LR is doing a pilot with a small # of legislators
    - Determining the number of Notes licenses that DHS requires even with Exchange
    - DOT will be putting people that currently do not have email on exchange; will migrate fully to exchange in next biennium
    - Bank has committed to migration to exchange
  - Kelly Klein
    - see agenda items below
    - principles are under construction
  - Dan Fisher
    - Pat Nagel has declined becoming Domain Team

- Leadership
  - Will be discussed at next team meeting
- E-Gov
  - will be voting on two standards next week.
- App Integration will be meeting early next year.

## **New Business**

1. Desktop Domain Team Scope Kelly Klein, 8:55 – 9:05
  - Scope is approved.
2. Standard for Critical Patches Kelly Klein, 9:05 – 9:20
  - Standard came from patch mgmt. Subgroup
  - focusses on Microsoft Operating Systems and critical updates as defined by Microsoft.
  - ITD will be offering SUS (Software Update Server) for distributing and applying these patches.
  - Should the standard have a time frame for compliance?
  - Standard approved.
3. Standard for Incident Response Al Veit, 9:20 – 9:30
  - Will alerts go out via the ITD Broadcast system
  - should standard explicitly state that it applies to computer security?
  - Standard is approved with the change suggested above.
- Jenny
  - Naming convention for standards
  - convention will be STD-(Abbrev. Of Domain Team)-#. Example: STD-AS-01

Break, 9:30-9:35

4. Desktop Study Kelly Klein and Jenny Witham 9:35 – 10:00
  - Roger Hertz presented findings of the report to a subgroup of SITAC
  - EA recommends standardizing the “low end” or office automation desktops. Is about 80% of user base. Remaining 20% will be specialized
  - recommends a single desktop vendor for low end desktops; consolidate purchasing.
  - Centralizing desktop support is recommended for further study.
  - SITAC subgroup wants this study completed by 3/1/2004
  - Legislative council has proposed PTI to return for a follow up study. Perhaps this EA study can function instead of a PTI followup
  - Workgroup will be managed as a subgroup of the Desktop Domain Team.

## **Old Business**

1. Remote Access Revisited Al Veit, 10:00 – 10:05
  - Approved for submission to the ARB

2. Review Roles and Responsibilities document – Group Discussion  
10:05 – 10:25

**Next meeting date**

Friday, January 9, 2004. 8:30 – 10:30 am, Red River Room